



JULY 2019

## **MINUTES OF THE PARISH COUNCIL HELD ON THURSDAY 27<sup>th</sup> JUNE 2019, AT 8.00 PM, IN THE NEW SEACOURT HALL, BOTLEY.**

Present: Councillor D Kay (Chair) and Councillors, Potter, Berrett, Fairclough, Blase, Allen, Rankin, Bolder, Bastin, Dowie, Jones, Mackeith, and Dykes

In Attendance: C A Ryde, Clerk to NHPC, Councillors Smith and Roberts and a representative from South Hinksey Parish Council.

**19/21 APOLOGIES FOR ABSENCE.**

Councillor Church.

**19/22 DECLARATIONS OF INTEREST**

None

**19/23 THE FOLLOWING MINUTES WEERE APPROVED:**

- a). ANNUAL GENERAL MEETING OF THE PARISH COUNCIL MEETING 09/May/2019
- b). PLANNING COMMITTEES 30<sup>th</sup> May & 20<sup>th</sup> June.2019
- c). REMEMBRANCE COMMITTEE

**19/24 APPROVAL/CONSIDERATION OF OTHER COMMITTEE MINUTES**

There are no minutes for approval under this heading.

**19/25 URGENT BUSINESS APPROVED BY THE CHAIRMAN OF THE PARISH COUNCIL.**

None.

**19/26 MATTERS RAISED BY MEMBERS OF THE PUBLIC.**

None.

**19/27 QUESTIONS RAISED BY COUNCILLORS**

None.

**19/28 REPORTS FROM COUNTY AND DISTRICT COUNCILLORS**

Councillor Roberts reported on the progress towards yellow line painting in Lime Road and North Hinksey Lane and feedback concerning how the Botley Road improvement proposals affected the area in Old Botley behind McDonalds. Councillor Mackeith undertook to put forward a motion to the next Parish Council meeting concerning the latter and Councillor Roberts asked any Councillors who had concerns about the Botley Road scheme to e mail them to her.

It was confirmed that Oxford City and their civil enforcement contractor was responsible for enforcing Parking conditions in North Hinksey. A copy of the relevant order was to be obtain and the city reminded of Their responsibility once all of the yellow lines were in place.

Councillor Smith reported on a variety of projects she had supported: transition funding for Botley Bridges, and at Botley and North Hinksey School; including a support reader.

**19/29 ACTION REVIEWS FROM THE LAST MEETING**

**18/185/4 Fen Survey.**

Councillor Potter informed Council that the Fen survey had been delayed and a new date was to be arranged.

**18/208 vi) Speaker at 2019 Remembrance Day Service.**

Dr Rook was confirmed as the speaker.

**18/208 vii) Anti-climb paint.**

The Clerk to report to the next meeting about possible use of anti-climb paint on the Pavilion to prevent access to the roof.

**19/15 Position regarding the Scouts and the Pavilion Plans.**

Councillor Potter informed Council that the public meeting with the Scouts did not take place because the Scouts did not want to engage further.

### 19/30 CLERKS REPORT.

- 1) Playing fields: update on safety checks (see under Council matters).
- 2) Replacement Caretaker  
An offer had been made and an update would be made to the next Council meeting.
- 3) Councillors were informed that the Oxfordshire Badger Group had been in contact outlining next steps concerning their request as agreed by Council.

### 19/31 COUNCIL MOTIONS

#### 1) Cllr L Berrett proposed and Cllr C Church seconded the following motion: Papers 5 & 6

- i) That Council AGREES to the setting up of a new Committee to be called the Environment and Wellbeing Committee. This will take on the role detailed in the proposed section 12 of a revised Terms of Reference for NHPC Committees document (circulated to Councillors as **Paper 5** with no initial budget of its own and initial membership of the Committee and the Chairman to be identified in this meeting.
- ii) Council also AGREES that all of the proposed amendments in sections 2a and 12 of the revised Terms of Reference for NHPC Committees document **Paper 5** are to be adopted with immediate effect.
- iii) Council also AGREES that the new Environment and Wellbeing Committee will become the parent body for the Expressway Working Group with immediate effect, rather than full Council, which is the current parent body.

In addition to the revised Terms of Reference a document entitled 'Towards an Environment and Wellbeing Committee for NHPC' has also been circulated to Councillors in advance in support of this motion as Paper 6.

Council AGREED by majority vote (Councillors Dowie and Allen voted against) to all three elements of the motion subject to removal of the paragraph on specific topics from section 12 of the revised terms of reference (Paper 5) by 11 votes to 2.

The membership of the Committee was agreed as:

Councillor Church (Chair) and Councillors, Mackeith, Berrett, Kay, Potter, Bastin, Jones, Dowie and Blase.

#### 2) Cllr D Kay proposed and Cllr L Berrett seconded the following motion:

That Council AGREES to adopt the further revisions to sections 2, 4 and 11 of the Terms of Reference for NHPC Committees document (circulated to Councillors in advance as **Paper 7** with immediate effect.

Council AGREED to the motion subject to replacement of the text in the 7<sup>th</sup> bullet point of Section 4a of the revised Terms of Reference (Paper 7) with text stating that Committee memberships were refreshed each year meaning that co-opted members lapsed at that time.

#### 3) Cllr D Kay proposed and Cllr L Berrett seconded the following motion:

That Council AGREES to adopt the revised NHPC Privacy Policy and two Privacy Notices ((circulated to Councillors in advance as **Papers 8, 9, and 10**, with immediate effect. The revisions in these documents solely being an update of the NHPC website links and the Parish Clerk contact details.

Councillors AGREED to adopt the revised NHPC Privacy Policy and two Privacy Notices ((circulated to Councillors in advance as **Papers 8, 9, and 10**, with immediate effect. The revisions in these documents solely being an update of the NHPC website links and the Parish Clerk contact details.

### 19/32 COUNCIL MATTERS

#### 1) Election of additional Council members and co-opted members to Committees

The Allotments Committee was reported as inquorate, having only three Councillor members. Cllrs C Church and G Fairclough had requested that they be allowed to join the Committee to resolve this situation.

Council as a whole (as there were insufficient Allotment Committee members to hold a quorate vote) AGREED to their membership with immediate effect by 12 votes to 1 (Councillor Dowie voting against).

The following individuals were proposed for co-opting onto the Allotments Committee: L Kunzemann, Rev Sugden, J Stephens. Members of the Allotments Committee AGREED to co-opt them with immediate effect by 3 votes to 1 (Councillor Dowie voting against).

Additional Councillors wishing to join other Committees were also asked to make themselves known, and Councillors Bastin and Fairclough both requested that they be allowed to join the R&A Committee. Members of that Committees-then AGREED to their membership.

**2) Flood Alleviation Scheme traffic related implementation issues**

Council considered a presentation by Cllr Pat Jones of South Hinksey Parish Council on potential negative impacts resulting from Environment Agency plans for removal of the spoil from the site. NHPC were being approached for support in lobbying on this issue because of the likely impact on the A34 and other local roads in and around North Hinksey Parish.

Council AGREED to support this request and Councillor Kay undertook to draft a letter of support and to circulate it to Councillors for consideration before sending the final agreed version to the Environment Agency, Highways England, Oxfordshire County Council and the Vale of White Horse District Council.

**3) Revised drawings for the Pavilion planning application**

Councillors considered the revised drawings produced to take into account of recommendations from Sport England on the layout of the changing block, and from the Highways Officer on the parking spaces.

Council AGREED to the plans for submission to the District Council by 12 votes to 2; Councillors Dowie and Allen voting against.

**4) Play equipment issues**

Cllr Potter to updated Council on play equipment issues including the repair of the damaged trampoline.

Council AGREED to use of funds from the general reserves should these be required to cover replacement costs.

**5) Oxford to Cambridge Expressway**

Councillor Kay reported on the Expressway Working Group (now called the North and West Parishes Expressway Group) meeting held on the 29<sup>th</sup> May and that as Chair he would be writing to the Highways Agency, Department for Transport and Ministry of Housing to establish NAWPEG as a recognised stakeholder in the process.

**6) Seacourt Hall new Constitution and other Charity Commission matters.** Councillors Berrett and Kay updated Council on the proposed draft new Constitution for SHMC, and the public meeting to be held at 7pm on 18<sup>th</sup> July to approve surrender of the current lease and signing of the lease for the new community building. Councillors received and noted the revised Constitution and did not raise any concerns regarding that document.

**7) The Botley Centre redevelopment and the new Seacourt Hall building.**

Councillors Berrett provided an update on the latest position. The next Community Liaison Group meeting is to be held on the 8<sup>th</sup> July, and would include a site visit to inspect progress on the works as a whole.

**8) Neighbourhood Plan**

Councillor Kay reported that the independent examiner was still considering the plan.

**19/33 ACCOUNTS FOR PAYMENT.**

Councillors received and noted approved the most recent accounts for payment as listed on the supplementary agenda.

**19/34 OTHER DOCUMENTS AND LETTERS RECEIVED**

There were none.

**19/35 DATES OF FUTURE MEETINGS: 18/07/19 & 12/09/19**

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**Council passed a resolution under the Public Bodies (Admission to Meetings) Act 1960 Section1, extended by the Local Government Act 1972, Section 100, that the following items were confidential as they involve – a report on the initial investigation of complaints against a parish councillor, and as such the press and public were excluded from this part of the meeting.**

## **PART TWO - CONFIDENTIAL AGENDA**

Councillors were reminded that papers/discussions under this heading were and should remain confidential, unless the Parish Council agreed to release them in to the public domain. Any disclosure of confidential papers or discussions without the express permission of Council was a breach of the Parish Council's Code of Conduct and its Standing Orders.

**19/36** APOLOGIES FOR ABSENCE  
Councillor Church

**19/37** DECLARATIONS OF INTEREST  
None

**19/38** COMPLAINTS AGAINST A PARISH COUNCILLOR

The Clerk informed Council why changes to the procedure for handling complaints against Councillors meant current and unresolved complaints from the previous Council (including the two complaints originally be discussed under this section of the agenda) were in future to be referred to the Vale of White Horse Monitoring Officer. The complaints Policy on the NHPC web site would be amended to reflect this change.



